



HEALTH & HUMAN SERVICES  
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**NEW !**

## **Software Project Management Certificate Program at HHSDC**

### ***The Program***

The program consists of eight modules covering the essential skills and knowledge needed to manage successfully large software development projects in the State of California. The project management modules are designed by and presented by *Knowledge Structures, Inc.*, who also presents the popular course *Applied Project Management* at HHSDC. Lynne Nix (PMP Certified by Project Management Institute) of *Knowledge Structures* presents most of the modules. For those interested in acquiring project management professional (PMP) certification from the Project Management Institute (PMI), this program covers many Project Management Body of Knowledge (PMBOK) areas to help prepare you for the PMI certification examination. PMI certification information packets will be available for interested students. All program sessions will take place at the HHSDC Training Center in Sacramento. Attendance is mandatory for all classes in order to receive a certificate.

### ***Who Should Attend***

This new program is designed for managers and lead analysts who will be participating in software development or other information technology projects as project managers or leads.

### ***Prerequisites***

Participants should have significant experience in managing or participating in a lead capacity in software development or other information technology projects. Additionally, knowledge of software development techniques, quality assurance practices, and configuration management are recommended but not required.

### ***Tuition***

Tuition for this program is **\$3,375.00 per student**.

### ***Program Schedule***

	<b>#2</b>	<b>#3</b>
<i>SPMC Program Overview</i> .....	May 10, 2000 .....	September 20, 2000
<i>Implementing Strategic Plans</i> .....	May 11-12, 2000 .....	September 21-22, 2000
<i>Effective Presentations</i> .....	June 1-2, 2000 .....	October 10-11, 2000
<i>Conducting a Feasibility Study</i> .....	June 29-30, 2000 .....	October 26-27, 2000
<i>Working with Strategic Business Partners</i> .....	July 17-18, 2000 .....	November 16-17, 2000
<i>Project Initiation and Planning</i> .....	August 14-16, 2000 .....	December 18-20, 2000
<i>Managing Project Meetings and Teams</i> .....	September 6-8, 2000 .....	January 8-10, 2001
<i>Project Performance Assessment and Closure</i> ...	September 28-29, 2000 .....	February 8-9, 2001

# Class Overview

*The program consists of 17 days of training in eight modules covering the following subject matter areas:*

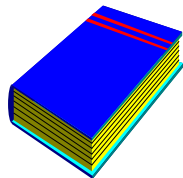
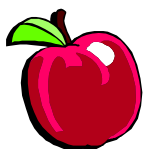
**Program Overview** develops an awareness and understanding of the critical success factors needed to plan and manage information technology projects within the State of California. *Presented by Lynne Nix of Knowledge Structures, Inc.*

**Implementing Strategic Plans** presents and reinforces the skills and abilities necessary for an organization to drive their Information Technology development based on the organization's strategic goals and business needs. *Presented by Cheryl Allen of Knowledge Structures, Inc.*

**Conducting a Feasibility Study** introduces participants to the processes necessary for conducting an efficient and effective Feasibility Study for information technology projects within the State of California. *Presented by Lynne Nix.*

**Working with Strategic Business Partners** discusses how to engage and set expectations when working with vendors. *Presented by Lynne Nix.*

**Project Initiation and Project Planning** discusses the pre-planning project work essential to establishing a foundation for the project's success, and ensures that the Project Manager and Project Leads understand what needs to be done in order to complete the project successfully and the timeframes required for completion. *Presented by Lynne Nix.*



**Project Performance Assessment and Project Closure** identifies the progress information and metrics needed to keep project work aligned with the original baseline plans, and the activities essential at the end of the project to resolve open project issues and ensure smooth closure of the project. *Presented by Lynne Nix.*

**Effective Presentations** is for prospective project managers and team leaders who need to learn the techniques for making effective oral presentations. Speaking in front of an audience is often rated the number one anxiety-causing experience for most people. But you need not fear. You can learn to give stimulating and effective presentations. This two-day course allows you to practice techniques, receive special coaching, and deliver two presentations in a supportive and encouraging environment. *Presented by Chiam Eyal*

**Managing Project Meetings and Teams** provides participants with the necessary skills and experience to plan and facilitate group activities with special emphasis on Information Technology projects. *Presented by George Thomas, Consultant.*

## **Special Registration Requirements**

*To attend this program you will need to obtain an executive nomination from your department and submit a completed application form to the HHSDC Training Center. The principle instructor, Lynne Nix, will review all applications and determine eligibility based on suitable experience for the program. The HHSDC Training Center will notify you regarding your acceptance into the program.*

*For any questions or to obtain a detailed program package containing full module descriptions, outlines, and application forms, please call us at (916) 739-7502. Program packages can be sent via mail or e-mail attachment.*